



Iowa Department of Human Services

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INFORMATIONAL LETTER NO.1689-MC

DATE: July 1, 2016

TO: Iowa Medicaid Targeted Case Managers (TCM), Case Managers (CM), Integrated Health Homes (IHH), Department of Human Services (DHS) Service Workers and Supervisors, Service Area Managers and Managed Care Organizations (MCOs)

FROM: Iowa Department of Human Services (DHS), Iowa Medicaid Enterprise (IME)

RE: File Transfer Data from the IME to MCOs

EFFECTIVE: Immediately

The IME has been receiving requests for member information for MCO enrolled members from a variety of sources, including TCMs, CMs, IHHs, and MCO staff. The IME sends all necessary member and applicant information to the MCOs as outlined in the chart below. All questions relating to members and applicants who are enrolled with an MCO should be addressed with the member's MCO.

FILE TRANSFER DATA FOR HOME - and COMMUNITY-BASED SERVICES (HCBS) PROGRAMS FROM THE IME TO MCOs

File Name	834 File	Long Term Supports and Services (LTSS) File	Prior Authorization (PA) File	Member Waiver Slot Status File
Frequency Sent	Daily	Daily	Daily	Weekly
Data Sent	New changes only	New changes only	New changes only	New changes only since last report
Frequency Sent	Monthly at month end	Monthly at month end	Monthly at month end	Initial (done during February 2016)
Data Sent	All current information for all members with eligibility in the upcoming month	All current and historical information for all members with eligibility in the upcoming month	All prior authorization information for all members with eligibility in the upcoming month	All data for members on a waiver and members on a wait list(s)

LTSS related data sent	Member Name and ID	Member Name and ID	Member Name and ID	Member Name and ID
	All demographic information	Waiver enrollment; includes waiver designation	Includes waiver services plan from the Individualized Services Information System (ISIS) and other PA services	Waiver slot award(s): designation changed from Wait list to Pending; assessment is needed from the MCO for Level of Care (LOC) determination
	Medicaid financial review date	LTSS begin and end dates		New applicants added to the wait list. Designation of waiver(s) wait list is included
	Eligibility aid codes (benefit plan)	LOC type: Nursing Facility (NF), Skilled Nursing Facility (SNF), Intermediate Care Facility for the Intellectually Disabled (ICF/ID)		Closure of slot and removal from wait list
	Medicare enrollment	Waiver Continued Stay review (CSR) date and LOC date		Facility admissions pending w/ assessment needed from MCO (will be added to this report in future)
	Third Party Liability	Client Participation (CP) for both waiver and facility members		
	Prior MCO enrollment	Facility information		

If you have any questions pertaining to this process, please contact Program Manager Le Howland at lhowlan@dhs.state.ia.us. Questions regarding IA Health Link members should be directed to the member's MCO.